



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS  
REGULAR MEETING  
January 5, 2009

Attending:

Board of Supervisors

Catherine A. Tomlinson, Member  
Kevin C. Kerr, Member  
Guy A. Donatelli, Member

Township Administration

John J. Roughan, Jr., Township Manager  
Gwen A. Jonik, Township Secretary  
Karen Wertz, Treasurer  
Cheryl Neri, Assistant Treasurer  
John DeMarco, Police Chief  
Mike Heckman, Director of Public Works  
Dave Leh, P.E., Gilmore & Associates  
Matt Brown, P.E., DEE, ARRO Consulting

Mrs. Tomlinson called the meeting to order at 7:00 p.m., led the salute to the flag and offered a moment of silence.

Reorganization of the Board

Mrs. Tomlinson requested Mr. Roughan conduct the reorganization of the Board of Supervisors for calendar year 2009. Mr. Roughan requested nominations for Chairperson. Mrs. Tomlinson nominated Mr. Kerr, seconded by Mr. Donatelli. Mr. Kerr was elected Chairperson with 2 ayes, 1 abstention.

Mr. Kerr requested nominations for Vice Chairperson. Mrs. Tomlinson nominated Mr. Donatelli, seconded by Mr. Kerr. The Motion carried with 2 ayes, 1 abstention.

Mr. Donatelli thanked Mrs. Tomlinson for her service as Chairperson in 2008.

Appointments

Mrs. Tomlinson moved, seconded by Mr. Donatelli, to re-appoint the following Staff members and Firms for one year terms, re-appoint the following Boards and Commissions members for their respective terms, announce vacancies on the Historic Commission (4), the Downingtown Library Representative (1) and the Park & Recreation Board (1), establish the Treasurer's Bond at \$1,500,000.00, establish National Penn Bank as the Depository of Township funds, establish the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month for Board of Supervisors' meetings, beginning at 7:00 p.m. at the Township Building (140 Pottstown Pike, Chester Springs PA 19425), and establish Guy Donatelli as the Certified Voting Delegate to the State Association of Township Supervisors' annual convention. The Motion carried unanimously.

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|---|---|
| a. Township Manager                     | John J. Roughan, Jr.                    |
| b. Assistant Township Secretary         | John J. Roughan, Jr.                    |
| c. Township Secretary                   | Gwen A. Jonik                           |
| d. Right-To-Know (Open Records) Officer | Gwen A. Jonik                           |
| e. Right-To-Know Officer (Police)       | Chief John DeMarco                      |
| f. Township Treasurer                   | Karen Wertz, C.P.A.                     |
| g. Assistant Township Treasurer         | Cheryl S. Neri                          |
| h. Codes Administrator                  | Al Gaspari                              |
| i. Assistant Codes Administrator        | Gilmore & Associates                    |
| j. Township Solicitor                   | John E. Good, Esquire                   |
| k. Township Solicitor-Alternate         | Buckley, Brion, McGuire, Morris, Sommer |
| l. Township Traffic Engineer            | McMahon Associates, Inc.                |

m. Township Planner	Brandywine Conservancy
n. Township Engineer	Gilmore & Associates
o. Assistant Township Engineer	Garfield E. Smith, P.E.
p. Township Wastewater Engineer	ARRO Consulting, Inc.
q. Township Municipal Authority Solicitor	Christopher Frantz, Esquire
r. Road Master	Michael Heckman, Director of Public Works
s. Township Fire Marshal	Richard Ruth
t. Assistant Township Fire Marshal	Gilmore & Associates
u. Township Auditor	Robert C. Bezgin, CPA
v. Township Labor Solicitor	Reed, Smith, Shaw, McClay
w. Township Land Acquisition Solicitor	Ross Weiss, Esquire, Cozen O'Connor
x. Zoning Hearing Board Solicitor	Craig Kalemjian, Esquire
y. Vacancy Board	Donald B. Carlson

1. Mike Monahan and Richard Ruth to 3-year terms on the Emergency Management Planning Commission;
2. Nancy Copp to 3-year term on the Historic Commission;
3. Don Carlson and Hal Harper to 5-year terms on the Municipal Authority;
4. Mike Mastrog and Dan Driscoll to 5-year terms on the Park and Recreation Board;
5. Shelly Krockor to 5-year term on the Planning Commission; and
6. Ray Stubbs, Jr., to 3-year term on the Zoning Hearing Board.

#### Approval of Minutes

Mrs. Tomlinson moved, seconded by Mr. Donatelli, to approve as presented the minutes of the December 15, 2008 Board of Supervisors' meeting. Mrs. Tomlinson commended the Public Works Department for a job well done with the Dorothy Lane culvert replacement. The Motion carried unanimously.

#### Approval of Payments

Mrs. Tomlinson moved, seconded by Mr. Donatelli, to approve the payments to vendors as listed January 4-10, 2009, with Mr. Donatelli abstaining from Check #37719 as it is a client of his Firm. The Motion carried unanimously.

#### Supervisor's Report

Mr. Kerr announced special Christmas Tree collection dates of January 10 and 31 (Saturdays) and the next Board of Supervisors' meeting is *Tuesday*, January 20, 2009 at 7:00 p.m., due to Martin Luther King Day on Monday, January 19.

#### Public Works Report

Mike Heckman reported that during December 2008, the safety fence was installed at the newly replaced Dorothy Lane culvert, there were no flood-related calls in 2008, the Department completed the GASB inventory, a safety inspection of the Public Works facility was conducted, with no violations, and equipment maintenance was performed.

Mrs. Tomlinson questioned the inventory of materials for this winter's snow/ice events. Mr. Heckman advised cinders are in high demand, so we may need to buy "rice". Cinders may not be as available in the future as West Chester University converts their coal furnace. Don Carlson offered to speak with Mr. Feters regarding cinders purchased by the Township years ago which have been in storage on Byers Road.

#### Land Development

Mr. Roughan introduced Resolution #01-05-09-01 which will be submitted to the DEP requesting their review and approval of the sewage planning module for the Marsh Lea Land Development Plan, which includes an on-lot community wastewater treatment system to service 27 homes,

20 in Upper Uwchlan and 7 in Wallace Township. The Wallace Township wastewater will be treated in Upper Uwchlan, but each township will have separate disposal lands.

Mrs. Tomlinson moved, seconded by Mr. Donatelli, to adopt Resolution #01-05-09-01. Doris Grassi asked for confirmation that the Wallace Township homes' wastewater will be disposed in Wallace Township, which John Roughan confirmed. Steve McNaughton commented that was what Upper Uwchlan had initially proposed. The Motion carried unanimously.

#### Administration

Mr. Donatelli moved, seconded by Mrs. Tomlinson, to adopt Ordinance #09-01, which revises the Township Tax Collector compensation to 3% commission and clarifies reporting requirements. The provisions in the Ordinance take effect January 1, 2010, with the elected Tax Collector's new term. The Motion carried unanimously.

Mr. Donatelli moved, seconded by Mrs. Tomlinson, to adopt the Non-Uniformed Personnel Policy, which updates the Township's Personnel Policy of 2004. The Motion carried unanimously.

Mr. Donatelli moved, seconded by Mrs. Tomlinson, to adopt Resolution #01-05-09-02, which brings the Township in compliance with the State's Right To Know Law. Mr. Donatelli explained that more documents have been determined to be public information than in years passed. Gwen Jonik has been appointed Open Records Officer for the Township, and Chief DeMarco is Open Records Officer for the Police Department as they have different confidentiality requirements. The Motion carried unanimously.

#### Open Session

Fritz Senn questioned payment for the snow plowing Contractors. Cheryl Neri stated payments for the snow plowing Contractors were approved this evening and would be mailed tomorrow.

Steve McNaughton thanked the Township for recent responses regarding the AES pipeline documentation.

#### Adjournment

There being no further business to be brought before the Board, Mr. Kerr adjourned the meeting at 7:22 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary